




UNITED STATES
NUCLEAR REGULATORY COMMISSION
WASHINGTON, DC 20555 - 0001

June 5, 2012

MEMORANDUM TO: Paul A. Ricketts
Acting Director
Computer Security Office (CSO)

FROM: 
Hubert T. Bell
Inspector General

SUBJECT: OFFICE OF THE INSPECTOR GENERAL INFORMATION
SYSTEM SECURITY OFFICER (ISSO) APPOINTMENT LETTER

I have appointed Beth Serepca as the primary and Malion Bartley as the alternate ISSO for the Office of the Inspector General. These individuals will participate in the ISSO forum for the Office of the Inspector General representing the office needs and ensuring the information provided at the forum is provided to other office ISSOs and individuals with a need to know the information.

They will perform ISSO duties as assigned in the MD 12.5 handbook, especially section 2.4 "Information System Security Officer" and Appendix D "Operating System and System Software Maintenance Procedures." This includes completion of the NRC ISSO course, available online via iLearn and ISSO role based training.


cc: Beth Serepca, Primary ISSO
Malion Bartley, Alternate ISSO
Kathy Lyons-Burke, CSO
Thorne Graham, CSO



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SUBJECT: INFORMATION SYSTEM SECURITY OFFICER (ISSO)
APPOINTMENT LETTER

In accordance with Management Directive (MD) 12.5, "NRC Automated Information Security Program," I have appointed Beth Serepca as the primary and Malion Bartley as the alternate ISSO.

They will perform ISSO duties as assigned in the MD 12.5 handbook, especially section 2.4 "Information System Security Officer" and Appendix D "Operating System and System Software Maintenance Procedures." This includes completion of the NRC ISSO course, available online via iLearn and ISSO role based training.

This appointment provides for separation of duties for the OIGMIS system such that the appointment of Beth Serepca as the primary system ISSO and Malion Bartley as the alternate system ISSO do not create a separation of duties concern. Separate individuals are assigned key duties such as authorizing, approving, and recording transactions, issuing or receiving assets, making payments, and reviewing or auditing to minimize the risk of loss. These assignments eliminate opportunities to conceal errors or irregularities and ensure that no one individual controls all phases of an activity or transaction thereby creating a situation that permits errors or irregularities to go undetected.

cc: Beth Serepca, Primary ISSO
Malion Bartley, Alternate ISSO
Kathy Lyons-Burke, CSO
Thorne Graham, CSO